

## **MINUTES**

### **PLANNING AND ZONING COMMISSION**

**DATE SEPTEMBER 21, 2021 6:30 p.m.**

### **CONTINUATION MEETING**

**IN PERSON OR BY THE**

**BY THE VIRTUAL LINK BELOW**

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Meeting ID: 922 5299 2315

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1. **CALL TO ORDER** Chairperson Robinson called the meeting to order at 6:37 p.m.

2. **PLEDGE OF ALLEGIANCE** the group recited the pledge.

3. **ROLL CALL** Present at the meeting were:

In person: Chairperson Robinson, Commissioners Powell, Tucker and Truelsen. Staff members Attorney Kelly, Manager Charles and Assistant Clerk Swope

Attending virtually; Commissioner Heeney, Ex Officio Lewis and Planner Garvin

Absent: Ex Officio Watters and Building Official Doudy

4. **IDENTIFICATION OF ACTUAL OR PERCEIVED CONFLICTS OF INTEREST.** None stated.

5. **APPROVAL OF THE AGENDA** Commissioner Truelsen moved and Commissioner Tucker seconded to approve the agenda.

Yes: Powell, Robinson Tucker, Truelsen and Heeney.

No: none

6. **PUBLIC PARTICIPATION 5 minutes per person.** No public participants were present.

7. **STAFF REPORTS:** Manager Charles updated the Commission on the pursuit of an Architect for designing a bathroom structure for Flanders Park. One architect has submitted a proposal.

8. **ITEMS CONTINUED FROM SEPTEMBER 7 MEETING- POWER POINT PRESENTATIONS OF HAZARDS SECTION (Article 9) AND PROCEDURES SECTION (Article 13).**

Planner Garvin presented the power point for Article 9 and Article 13. Manager Charles asked about requiring a public hearing for development in a geologic hazard zone. The consensus by the Commission was to require a public hearing and notice to neighbors for development

applications that proceed to Tier II and Tier III review. They also agreed that the applicant must exhaust all review processes before an appeal can be made to an application that has been denied. E. Garvin will brush up the hazards review criteria for public hearing, The commission will review Articles 1 through 4 and the amount of housing the code can promote to meet the criteria for housing grant opportunities.

**8.1 Article 9 and Article 13 for reference.** These supplements highlighted the most recent amendments to them.

#### **8.2 Approve to send to the Board? Recommendations?**

Ken Charles will set a workshop with the Board and Commission to introduce Hazards and Procedures to talk through the policy and the process to take this to the board for adoption for either October 12 or another date that the Board will agree to. Ideally Planner Garvin will be in the area working with another community week of October 11 and could meet with the two groups in person. Other options will be having a meeting with her via Zoom.

#### **9. Review Other Agency Hazard review services**

**a.** E Garvin Email of findings for Colorado State Agency Project Review.

**b.** E-mail from CGS to E Garvin; review with attachments; Colorado Geological survey Submittal Form for Land-Use reviews, Sample letter of findings to a Garfield County property owner.

These emails were discussed briefly, and the Commission likes the idea of having technical resources that will be accessible from one administrator to the next.

#### **10. ITEMS COMING UP NEXT MEETING – Articles 1-4 what's new, the why and purpose of changes.** To be reviewed at the October 5, 2021, meeting.

#### **11. ADMINISTRATIVE: none**

#### **12. ADJOURNMENT**

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Linda Robinson, Chairperson

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Ann Swope, Assistant Clerk